



## PROJECT CHANGE REQUEST

### PROJECT INFORMATION:

Project Name: \_\_\_\_\_  
 Project Manager: \_\_\_\_\_  
 Change ID # \_\_\_\_\_ Change Name: \_\_\_\_\_  
 Identified By: \_\_\_\_\_ Identified On: \_\_\_\_\_  
 Date Requested: \_\_\_\_\_ Requested By: \_\_\_\_\_

### CAUSE FOR CHANGE REQUEST:

☐ Statutory Requirement ☐ Business Need ☐ Requirements Omission ☐ Special Initiative  
☐ Error / Omission in Programming or Design Requirements

### DESCRIPTION OF CHANGE:

1 First Requirement

1.1

1.1.1

1.1.1.1

RH

STATUS

### RISKS WITH NOT MAKING CHANGE:

### IMPACT TO PROJECT SCHEDULE:

Additional Days to Develop: \_\_\_\_\_ New Target Date: \_\_\_\_\_

### AGENCY ACTION:

Decision: ☐ Accept ☐ Defer ☐ Reject Date: \_\_\_\_\_

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Approved By Signature  
Nebraska.gov

Title

Date

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Approved By Signature  
<Agency>

Title

Date

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